

2005 NASA GSFC University Programs Combined Intern Application

Deadline for Completed Applications: January 31, 2005.

Instructions:

Please read the following before beginning:

The University Programs Combined Online Application may be different from other applications you have completed:

1. There is no final "submit" stage. You are free to edit your application up until midnight of the due date. At midnight, your application will be automatically submitted, complete or not, and your account will be locked.
2. You can complete your application, in multiple steps, during multiple sessions, and in any order you choose.

- **Note:**

1. Late applications will not be accepted.
2. Paper applications will not be accepted.
3. Providing misleading or false information on your application is grounds for dismissal from any program.

- **Creating an Account**

From the homepage, click the "Create New Account" below the Login fields.

1. Enter your e-mail address
2. Enter a password
3. Click Submit

Your account has been created. You can now login to the system and select the programs to which you wish to apply.

- **Logging In**

After you login, your application will appear as you left it during your last session.

- **Navigation**

Note that there is a list of application sections on the left side of the screen. The yellow and green color codes indicate which sections are complete (green) and which are incomplete (yellow). The selection committees will only consider applications in which all sections are complete.

- **Before You Begin**

Familiarize yourself with the entire application system and all programs offered before you begin.

- **Program Selection:**

Applicants may apply to any of the programs for which they are eligible. The application customizes itself to the programs selected.

Familiarize yourself with the programs and only those in which you are interested and to which you are eligible. The selection committees may take into account your application to programs for which you are not qualified. If you no longer wish to be considered for a program, make sure you "Remove" it in the "Selection" section.

Note that the NASA Academy has applications to four different NASA Centers.

- **Rank**

In the selection section, rank the programs to which you are applying in your order of interest. The selection committees will consider this ranking and may use it to help place students when they are selected for multiple programs.

Note that the NASA Academy has applications for different centers. If you are choosing to apply to the NASA Academy at multiple centers, you must sub-rank your Academy choices.

- **Save often!**

After completing a one-page section, select the "Update" button to save the data on that page.

- **Text-Box Entries:**

For text-box entries, applicants may key-in text or cut and paste from a word processor application. If you are cutting and pasting, make sure that your entry reads correctly. Often Word and WordPerfect have special characters (such as quotation marks) that do not translate into ASCII text. Make sure to re-read your submission after you click the "update" button.

- **Contact Information -> Country:**

Select the country in which you reside. During 2005, the French Space Agency (CNES) is the only member of the European Space Agency (ESA) that choose to sponsor students for the NASA Academy. The NASA Academy at Goddard is the only Center that will be accepting a French student during the 2005 session. It is expected that a much broader group of international space agencies will participate for Academy placements at multiple NASA Centers beginning in 2006.

- **Transcripts:**

You must include an unofficial transcript from each school that you have

attended. You may submit transcripts in any of the file types indicated. Transcripts files should be less than 1 MB.

NOTE: If you are selected, you will be required to provide official transcripts for verification. Discrepancies between official and unofficial transcripts are grounds for disqualification from a program and/or withdrawal of the offer to participate.

- **Letters of Recommendation:**

You must provide the name, phone number, and e-mail address of two people who can be contacted to provide a letter of recommendation. Please contact these individuals before listing their names. Once you enter the referee's information, you can invoke the system-generated e-mail recommendation request by checking the send check box and continuing. Your two letters of recommendation serve as recommendations for all programs to which you are applying.

IMPORTANT: Letters of recommendation MUST be submitted by the January 31 deadline. If they are not, your application will be incomplete and may not be considered.

NOTE: During and after selection, your references may be called for verification. Discrepancies between the letter of recommendation and phone interviews are grounds for disqualification from a program and/or withdrawal of the offer to participate.

- **Personal Information:**

Except for citizenship, the information in this section is optional, but very important to us.

- **Resume :**

Provide your resume in one of the file types indicated. Resume files should be less than 1 MB.

- **Essays :**

The essay questions are among the most important part of each application. Pay particular attention to these items. Your selection will be based, in part, on a suitable match of your skills, competencies, and interests in a particular project.

- **Final Submission:**

There is no final "submit" stage. You are free to edit your application up until midnight of January 31. At midnight, your application will be automatically submitted, complete or not, and your account will be locked.

NOTE: Letters of recommendation must also be received by January 31.

- **NASA Academy Application Review Committee:**

Applicants to the NASA Academy who would like to have their draft application package reviewed by a volunteer Academy alumnus (before the 1/31/05 deadline), you may contact one of the volunteers listed at the end of the application.

Applicants will be required to print and manually send (fax or postal mail) to the reviewer who agrees, in advance, to review their respective application package.

Unfortunately, this service is not offered to the applicants of other programs. You should only provide the Academy Reviewer with the General and "Academy" essays.

Thank you for your interest.

Fill out the application(s) [here](#).

You may wish to bookmark this URL

NASA Academy Selection Process:

- The applicant completes the application.
- After the deadline, the applicant's state Space Grant Consortium or other sponsoring organization prescreens the application and decides if they will support the applicant. Sponsors generally select two or three applications for further consideration.
- When the prescreening period is complete, the sponsored applications are reviewed by the appropriate center's selection panel. This board is composed of high-ranking scientists, engineers, Space Grant representatives, distinguished university faculty members, aerospace experts, and alumni of previous Academies. Applicants are screened for appropriate matches to research projects as well as a variety of individual characteristics and interests. Selection criteria include: demonstrated enthusiasm and interest in space, leadership potential and experience, interest and experience in research projects, and overall academic quality (honors, awards, GPA, etc.).
- The selection panel creates a prioritized list of applications and, depending upon the center, may conduct phone interviews with the top applicants.
- The panel makes their final selection.
- Selection letters are mailed, usually in March.

Mailing List

If you would like to be notified of various Academy announcements (including application availability dates), please leave your contact information at the following url:
<http://www.nasa-academy.nasa.gov/maillinglist.html>

NASA Academy Alumni Association (NAAA):

The NASA Academy is an introduction to a career in the space program. Its spirit is continued through the work of the [NASA Academy Alumni Association](#). As you contemplate your decision to apply, please consider the NAAA and how your goals, talents, and skills might fit into this organization.